

Every Day Counts II

Arizona Local Public Agency Stakeholder Council Meeting Minutes

Thursday, December 4, 2014

TIME: 11:00AM - 3:00PM

Polly Rosenbaum Archives and History Building – 1901 West Madison, Phoenix, AZ 85009

Results from Prior Meeting:

- ADOT EPG provided written responses to questions and concerns not addressed at the previous meeting.
- ADOT MPD is seeking process improvement for programming of LPA projects based on better pre-scoping activities; a committee will meet in January to evaluate options.

News:

- ADOT's LPA Section filled two positions: Oversight & Monitoring Manager and LPA Compliance Manager.

Agenda Items Discussed:

- ADOT's requirements and process for procuring a Consultant
- ADOT's Contract Administration and Contract Closeout
- Procurement Codes associated with design and construction/reconstruction
- Benefits and purpose of ADOT's Project Development On-Call Contract for LPAs
- ADOT's On-Call list of 19 prime consultants
- LPA initiation process for using ADOT's on-call contracts

Questions:

- Can LPAs participate in evaluations for on-call consultants?
 - Yes, LPAs are encouraged to provide feedback to ADOT PMs.
- Can ADOT PMs inform the LPAs when its on-call consultants receive the Notice to Proceed?
 - Yes, ADOT PMs will communicate to the LPAs regarding Notice to Proceed.
- Are Bid Alternatives allowed for LPA projects?
 - No, Currently ADOT does not permit alternative methods of procurement.
- Can an undetermined amount of funding for project contingencies be included in the IGA as an eligible cost for reimbursement?
 - No, The IGA needs to indicate a specific dollar amount.
- Can LPAs have more time than ADOT's Inactive Projects Policy provides for an inactive status?
 - No, ADOT permits 90 days of inactivity before the project is identified as inactive.

Concerns Requiring Follow-up:

- ADOT to clarify the annual obligation report - Final Voucher / Authorization of Project
- ADOT to define how federal and state money is returned back to LPA
- ADOT/FHWA to clarify and allowable reimbursements
- FHWA/ADOT to identify steps of project change orders

Next Meeting:

- Finance – Design Review Fees; Tuesday, March 17, 2015

Attachments:

- ECS Presentation handout
- EPG Follow-up to Meeting Questions, December 4, 2014
- Attendees and Sign-in sheets